



**Mohave Priority 2 E-rate
Contract Overview**
Rev. 2/27/12, BB/JTP

Eligible for: All E-rate Priority 2 internal connections equipment, services and maintenance.

Form 470 number: 581510000770120

Form 470 filed by: Mohave Educational Services Cooperative, Inc.

Contract award date: 12/23/09

Contract terms: 12/23/09 – 12/22/10
12/23/10 – 12/22/11
12/23/11 – 12/22/12
12/23/12 – 12/22/13
12/23/13 – 12/22/14

Vendors: Able Information Technologies, Inc.
Copper State Communications, Inc.
Logicalis, Inc. (formerly Network Infrastructure Corporation)
Netsian Technologies Group
Unity Technology Services, LLC

Notes: The contracts are available to all Mohave members. A member list may be accessed via this link: http://fm.mesc.org/mem_list.php

Non-members may join Mohave by completing a Mohave Cooperative Purchase Agreement (CPA). The CPA is available via this link: http://www.mesc.org/member_signup.html

Order processing guides follow this cover page.

Contract user guides follow the service area chart.

Contract documents may be accessed by clicking the “Contract Documents” link at the end of each contract user guide.

Contract pricing may be accessed by clicking the “Mohave’s Pricing” link at the end of each contract user guide. Access to pricing is available to members only.

Products or services not E-rate eligible may be purchased if they are included in the contract and required to complete an E-rate project.

The E-rate program requires a carrier to be selected by a mini-bid. You may select the evaluation criteria for your mini bid. However, E-rate rules require pricing to be given the highest priority. The SLD has much more information regarding the selection process at the following link:

http://www.universalservice.org/res/documents/sl/pdf/2007_training/samples-checklist-carrier-selection-templates.pdf

Mohave contacts: Specific contacts are noted in the order processing guide and in the user guide for each contract.



USING MOHAVE PRIORITY 2 ERATE CONTRACTS

Rev. 2/24/12

JTP/JET/JTP

We trust this guide will help members make Priority 2 Erate purchases with our contracts. The process begins after the member receives funding approval from the Schools and Libraries Division (SLD).

➤ **Prepare an Erate purchase order for Mohave's admin fee**

- The vendor is Mohave Educational Services Cooperative, Inc.
- Note that the PO is for an Erate purchase.
- List the vendor's Mohave Contract Number.
- Provide a description of the project, list the goods and services to be purchased, and provide Mohave contract prices in the body of the PO.
- For long detailed orders, members may provide the project's description in the body of the PO and attach the details on separate sheet or vendor quote.
- *PO amount will be 1% of the Mohave contract price for all goods and services. (Admin fee is based upon the actual cost of goods and services, both the SLD funded and unfunded amounts.)*
- Mohave's Erate contract prices do not include admin fee because USAC will not pay admin fees.
- *A sample Erate PO for Mohave's admin fee is on the reverse side of this document.*

➤ **Prepare an Erate purchase order for the goods and services**

- The vendor is the Mohave Erate vendor providing the goods and services
- Note that the PO is for an Erate purchase.
- List the vendor's contract number.
- Provide a description of the project, list the item(s) to be purchased, and provide Mohave contract price(s) in the body of the PO.
- For long detailed orders, members may provide the project's description in the body of the PO and attach the details on separate sheet or vendor quote.
- *PO amount will be the amount the member will pay directly to the vendor (the amount not funded by the SLD).*
- Mohave's admin fee is not included in this amount.
- *A sample Erate PO for goods and services is on the reverse side of this document.*

➤ **Send both purchase orders to Mohave for review**

- Attach a copy of the vendor's quote.
- Attach a copy of the SLD Funding Commitment Report.
- Highlight the section of the Funding Commitment Report that applies to the POs.

➤ **Mohave will email approvals to the member & vendor, including**

- The member PO with the "MESC Reviewed" stamp.
- An "Erate Summary" with total project cost and other information.
- Vendor should only start work after receipt of the MESC Reviewed PO and Erate Summary.

➤ **Vendor will perform the work in accordance with the contract and the purchase order**

➤ **Vendor will invoice the Universal Service Fund for the SLD-funded portion of goods & services**

- Universal Services Fund payment will be made directly to the vendor.

➤ **Vendor will invoice the member for the balance of goods & services cost**

- Member payment will be made directly to the vendor.

➤ **Mohave will invoice the member for Mohave's 1% admin fee**

- Member's admin fee payment will be made directly to Mohave.

➤ **Direct inquiries to Julia Tribbett, Director, Business & Operations, 928-718-3074 or julia@mesc.org.**

Mohave assists members with purchase verification, but member must independently verify that quotations and purchase orders comply with the terms of the contract. Contract documentation is available on our website to assist in meeting this due diligence responsibility.

Sample Erate Purchase Orders

Sample Erate Admin Fee Purchase Order

A Mohave Admin Fee PO is issued and sent to Mohave.

A description of the Erate project is provided in the body of the PO. This example contains the information Mohave needs for prompt review of the PO.

The PO amount is equal to Mohave's 1% admin fee. **The admin fee amount is 1% of the total cost of goods and services.**

Member will issue a separate Erate goods & service PO. That PO is issued to the Mohave vendor and sent to Mohave for review. Copies of the goods & services PO, the vendor's quote, and the SLD's Funding Commitment Report must accompany the Erate POs sent to Mohave.

EXHIBIT SAMPLE ERATE PURCHASE ORDER FOR MOHAVE'S ADMIN FEE							
Purchase Order		XYZ Member Organization 123 Member Street Phoenix, AZ 85012			PO No. 90002		
Mail invoices to above address				PO # must be on all documents MSDS sheets must accompany all products			
PO Date: 7/01/09		Questions? Jane Buyer 602-321-6543					
PO Issued To: Mohave Educational Services Cooperative, Inc. 625 E. Beale St. Kingman, AZ 86401				Ship To: Attn: Central Receiving XYZ Member Organization 1000 Receiving Lane Phoenix, AZ 85012			
Vendor Phone: 928-753-6945		Fax:		Project #:		Contact: Bill Smith 602-277-4290	
Qty	Unit	Part #	Description	Tax	Freight	Unit	Extended
1	EA		Admin Fee for Erate Purchase As Per Attached Quote #4567 Provide Erate Networking Service From ABC Vendor Company Project Subtotal: \$25,000.00 Mohave Admin Fee: \$25,000 X .01=\$250.00 Mohave Contract #08-ABC-1234 See PO #90010 to ABC Vendor Company Attached: Copy Erate Goods & Services PO to ABC, Vendor Quote & SLD Funding Commitment Report			250.00	250.00
APPROVAL SIGNATURES <i>Joe E. Purchase</i>				Sub-Total: 250.00 Freight: .00 Tax: .00 Total Amount: 250.00			
Notes: Receiving Department Closed Fridays Order must be received by 6/30/10				Order Via: Email FILE COPY Page 1 of 1			

Sample Erate Goods & Services Purchase Order

A Goods & Services PO is issued to the vendor and sent to Mohave for review.

A description of the Erate project is provided in the body of the PO. This example contains the information Mohave needs for prompt review of the PO.

The PO amount is equal to the amount the member will pay directly to the vendor. (The amount **not** funded by the SLD.)

Member will issue a separate Erate PO for Mohave's admin fee. That PO is issued to Mohave and sent to Mohave for review. Copies of the admin fee PO, the vendor's quote, and the SLD's Funding Commitment Report must accompany the Erate POs sent to Mohave.

EXHIBIT SAMPLE ERATE PURCHASE ORDER FOR GOODS & SERVICES							
Purchase Order		XYZ Member Organization 123 Member Street Phoenix, AZ 85012			PO No. 90003		
Mail invoices to above address				PO # must be on all documents MSDS sheets must accompany all products			
PO Date: 7/01/09		Questions? Jane Buyer 602-321-6543					
PO Issued To: ABC Vendor Company 456 Vendor Avenue Tucson, AZ 85705				Ship To: Attn: Central Receiving XYZ Member Organization 1000 Receiving Lane Phoenix, AZ 85012			
Vendor Phone:		Fax:		Project #:		Contact: Bill Smith 602-277-4290	
Qty	Unit	Part #	Description	Tax	Freight	Unit	Extended
1	EA		Erate Purchase Provide Erate Networking Service Per Attached Quote #4567 SLD Funded Amount: \$22,500 (Per attached SLD Funding Commitment Report) Mohave Contract #08-ABC-1234 Attached: Copy of Mohave Erate Admin Fee PO, Vendor Quote & SLD Funding Commitment Report			22,500.00	22,500.00
APPROVAL SIGNATURES <i>Joe E. Purchase</i>				Sub-Total: 22,500.00 Freight: .00 Tax: .00 Total Amount: 22,500.00			
Notes: Receiving Department Closed Fridays Order must be received by 6/30/10				Order Via: Email FILE COPY Page 1 of 1			



**Mohave Contract
User Guide for
Able Information Technologies, Inc.**

Contract Number: 09R-EABLE2-1223

Vendor Contact: Don Speck

Vendor Website: <http://www.ableinc.com>

Phone: 480-477-0109

Email: dspeck@ableinc.com

Products or Services: Able Information Technologies, Inc., provides E-Rate internal connections. Products include: 3M, Adtran, ATI, Barracuda, Belden, Chatsworth, Cisco, Entarasys, Hubbell, Panduit, Toshiba, Wiremold and others. SPIN NUMBER: 143005186 Form 470 Application Number: 581510000770120

Excluded Items: Contract is for E-Rate internal connections products and services. Other products and services are only allowable when necessary to provide a complete solution. Trenching is not allowed.

P.O. Address: Don Speck

Able Information Technologies, Inc.
2915 W. Fairview Street
Chandler AZ, 85224

Remit To: Don Speck

Able Information Technologies, Inc.
2915 W. Fairview Street
Chandler AZ, 85224

Effective Date: 12/23/2009

Renews Annually: December 23

Final Expiration: 12/23/2014- *Maximum term. May be earlier if contract is not extended at annual renewal. Verify on Mohave's website.*

Contract Specialist: Nancy Colbaugh

Phone: 928-718-3228

Email: nancy@mesc.org

Contact the Contract Specialist with contract inquiries.

Procurement Specialist: Mike Nentwig

Phone: 928-718-3203

Email: mike@mesc.org

Contact the Procurement Specialist with order inquiries.

Pricing: % off retail & Fixed

Volume Discount: N/A

Shipping: Included, except for any expedited or special freight requested by member.

Perf/Pay Bond: N/A

Admin Fee: Mohave's 1% administration fee is not included in the vendor's price for this E-rate contract. Mohave will invoice member direct for payment of administration fee.

Ordering Information: This is a standard order contract. Make your purchase order out to Able Information Technologies, Inc. and send to Mohave for review.

Resources: » Mohave's Website: www.mesc.org

» Contract Documents: http://www.mesc.org/contracts/09R_EABLE2_1223.zip

» Mohave's Pricing: www.mesc.org/contract_pricing.html



**Mohave Contract
User Guide for**

Copper State Communications, Inc.

Contract Number: 09R-ECSC-1223

Vendor Contact: Bart Corbett

Vendor Website: <http://www.copper-state.com>

Phone: 602-455-3217

Email: bcorbett@copper-state.com

Products or Services: Copper State Communications, Inc. provides E-Rate internal connections. Products include: AeroHive, Nortel, Adtran, Chatsworth and others. SPIN NUMBER: 143007003 Form 470 Application Number: 581510000770120

Excluded Items: Contract is for E-Rate internal connections products and services. Other products and services are only allowable when necessary to provide a complete solution. Trenching is not allowed.

P.O. Address: Joe Radetich

Copper State Communications, Inc.
2820 N. 36th Avenue
Phoenix AZ, 85009

Remit To: Accounts Receivable

Copper State Communications, Inc.
PO Box 27287
Tucson AZ, 85726

Effective Date: 12/23/2009

Renews Annually: December 23

Final Expiration: 12/23/2014- *Maximum term. May be earlier if contract is not extended at annual renewal. Verify on Mohave's website.*

Contract Specialist: Nancy Colbaugh

Phone: 928-718-3228

Email: nancy@mesc.org

Contact the Contract Specialist with contract inquiries.

Procurement Specialist: Maria Brissette

Phone: 928-718-3237

Email: maria@mesc.org

Contact the Procurement Specialist with order inquiries.

Pricing: % off retail; and some fixed pricing

Volume Discount: N/A

Shipping: Included

Perf/Pay Bond: N/A

Admin Fee: Mohave's 1% administration fee is not included in the vendor's price for this E-rate contract. Mohave will invoice member direct for payment of administration fee.

Ordering Information: This is a standard order contract. Make your purchase order out to Copper State Communications, Inc. and send to Mohave for review.

Resources: » Mohave's Website: www.mesc.org

» Contract Documents: http://www.mesc.org/contracts/09R_ECSC_1223.zip

» Mohave's Pricing: www.mesc.org/contract_pricing.html



**Mohave Contract
User Guide for
Logicalis, Inc.**

Contract Number: 09R-ENIC2-1223

Vendor Contact: Brent Graves

Vendor Website: <http://www.us.logicalis.com>

Phone: 480-850-5050

Email: Brent.Graves@us.logicalis.com

Products or Services: Logicalis, Inc. (formerly Network Infrastructure Corporation) provides E-Rate internal connections. Their experience includes: all eligible servers, e-mail, routing, switching, firewalls, IP telephony, project implementation, project management, post installation support, and annual contract renewals. Their products include: 3COM, APC, Bertek, Blonder Tongue, Cisco, HP, Hubbell, Liebert, Ortronix, Panduit, West Penn, and others. SPIN NUMBER 143004779. Form 470 Application Number: 581510000770120

Excluded Items: Contract is for E-Rate internal connections products and services. Other products and services are only allowable when necessary to provide a complete solution. Trenching is not allowed.

P.O. Address: Brent Graves
Logicalis, Inc.
8945 S. Harl Ave., Suite 102
Tempe AZ, 85284

Remit To: Department #172301
Logicalis, Inc.
PO Box 67000
Detroit MI, 48267-1723

Effective Date: 12/23/2009

Renews Annually: December 23

Final Expiration: 12/23/2014- *Maximum term. May be earlier if contract is not extended at annual renewal. Verify on Mohave's website.*

Contract Specialist: Nancy Colbaugh **Phone:** 928-718-3228 **Email:** nancy@mesc.org
Contact the Contract Specialist with contract inquiries.

Procurement Specialist: Mike Nentwig **Phone:** 928-718-3203 **Email:** mike@mesc.org
Contact the Procurement Specialist with order inquiries.

Pricing: % off retail

Volume Discount: N/A

Shipping: Shipping included except for certain items or expedite. Shipping and Handling is only added when expedited shipping is required or on large items from certain vendors. Shipping costs when applicable will be a pass through cost to MESC members. Except for these items, when specifically notated on quote, shipping is included at no charge to MESC members.

Perf/Pay Bond: N/A

Admin Fee: Mohave's 1% administration fee is not included in the vendor's price for this E-rate contract. Mohave will invoice member direct for payment of administration fee.

Ordering Information: This is a standard order contract. Make your purchase order out to Logicalis, Inc. and send to Mohave for review.

Resources: » Mohave's Website: www.mesc.org

» Contract Documents: http://www.mesc.org/contracts/09R_ENIC2_1223.zip

» Mohave's Pricing: www.mesc.org/contract_pricing.html



Contract Number: 09R-ENET2-1223

Vendor Website: <http://www.netsian.net>

Vendor Contact: Todd Klimas

Phone: 480-505-6624

Email: todd.klimas@netsian.net

Products or Services: Netsian Technologies Group provides E-Rate internal connections. Their products include: NEC, Extron, Blonder Tounge, AMX, Ortronics and others.

SPIN NUMBER: 143005983 Form 470 Application Number: 581510000770120

Excluded Items: Contract is for E-Rate internal connections products and services. Other products and services are only allowable when necessary to provide a complete solution. Trenching is not allowed.

P.O. Address: Attn: Rachel Graziadei
Netsian Technologies Group
600 E. Gilbert Dr.
Tempe AZ, 85281

Remit To: Attn: Rachel Graziadei
Netsian Technologies Group
600 E. Gilbert Dr.
Tempe AZ, 85281

Effective Date: 12/23/2009

Renews Annually: December 23

Final Expiration: 12/23/2014- *Maximum term. May be earlier if contract is not extended at annual renewal. Verify on Mohave's website.*

Contract Specialist: Nancy Colbaugh **Phone:** 928-718-3228
Contact the Contract Specialist with contract inquiries.

Email: nancy@mesc.org

Procurement Specialist: Maria Brissette **Phone:** 928-718-3237
Contact the Procurement Specialist with order inquiries.

Email: maria@mesc.org

Pricing: Fixed

Volume Discount: See pricing and contract on how to apply the tiered volume discounts: 1% for \$75,000.00-\$149,999.00, 2% for \$150,000.00-\$249,999.00, 3% for \$250,000.00-\$349,999.00, 4% for \$350,000.00-\$699,999.00, 5% for \$700,000.00 and higher.* *To calculate the administration fee due to Mohave on procurements that receive tiered volume discounting, Mohave's non-adminfeeable items will be deducted from the \$0.00 - \$74,999.00 project amounts.

Shipping: Included

Perf/Pay Bond: N/A

Admin Fee: Mohave's 1% administration fee is not included in the vendor's price for this E-rate contract. Mohave will invoice member direct for payment of administration fee.

Ordering Information: This is a standard order contract. Make your purchase order out to Netsian Technologies Group and send to Mohave for review.

Resources: » Mohave's Website: www.mesc.org

» Contract Documents: http://www.mesc.org/contracts/09R_ENET2_1223.zip

» Mohave's Pricing: www.mesc.org/contract_pricing.html



Contract Number: 09R-EUTS-1223

Vendor Website: <http://www.unitytech.com>

Vendor Contact: Trevor Williams

Phone: 928-255-2900

Email: Trevor.Williams@unitytech.com

Products or Services: Unity Technology Services, LLC provides E-Rate internal connections products, installation and services. The products include, Adtran, Extreme Networks, Ruckus, Kingston, Levitan, Microsoft, NEC, Tropos and others.

SPIN NUMBER: 143030653 Form 470 Application Number: 581510000770120

Excluded Items: Contract is for E-Rate internal connections products and services. Other products and services are only allowable when necessary to provide a complete solution. Trenching is not allowed.

P.O. Address: Chris Muhlenfeld
Unity Technology Services, LLC
3170 Kweo Trail
Flagstaff AZ, 86001

Remit To: Accounts Receivable
Unity Technology Services, LLC
3170 Kweo Trail
Flagstaff AZ, 86001

Effective Date: 12/23/2009

Renews Annually: December 23

Final Expiration: 12/23/2014- *Maximum term. May be earlier if contract is not extended at annual renewal. Verify on Mohave's website.*

Contract Specialist: Nancy Colbaugh
Contact the Contract Specialist with contract inquiries.

Phone: 928-718-3228

Email: nancy@mesc.org

Procurement Specialist: Mike Nentwig
Contact the Procurement Specialist with order inquiries.

Phone: 928-718-3203

Email: mike@mesc.org

Pricing: % off retail

Volume Discount: N/A for all manufacturers except for Ruckus.

Shipping: Shipping is 0% or 1% for standard shipping, and 2.5% for expedited shipping. See discount summary for individual manufacturers shipping information. Contract shipping terms override manufacturer's shipping terms.

Perf/Pay Bond: N/A

Admin Fee: Mohave's 1% administration fee is not included in the vendor's price for this E-rate contract. Mohave will invoice member direct for payment of administration fee.

Ordering Information: This is a standard order contract. Make your purchase order out to Unity Technology Services, LLC and send to Mohave for review.

Resources: » Mohave's Website: www.mesc.org

» Contract Documents: http://www.mesc.org/contracts/09R_EUTS_1223.zip

» Mohave's Pricing: www.mesc.org/contract_pricing.html